

**DEPARTMENT OF HEALTH  
Health Professions Quality Assurance Division  
Board of Denturists  
Meeting Minutes**

On January 23, 2003, the Board of Denturists met at the Sea-Tac Holiday Inn, Seattle, WA. In accordance with the Open Public Meetings Act, notices were mailed to individuals requesting notification of meetings.

**MEMBERS PRESENT**

Val Charron  
Michael Gillispie, Chair  
Bruce Anderson, Vice Chair  
Eugene Choy, DDS  
Janet Drake, Public Member  
George Eckhardt  
Lucille Phillips, Public Member

**STAFF PRESENT**

Gail Zimmerman, Executive Director  
Kirby Putscher, Program Manager

**OPEN SESSION – 7 p.m.**

**1. CALL TO ORDER**

Chairman Michael Gillispie called the meeting to order at 7:15 p.m.

1.1 Approval of Agenda

The agenda was approved as presented.

1.2 Approval of Minutes

The minutes of the August 29, 2002 Board of Denturists meeting were approved.

**2. MEETING DATES – 2003**

Ms. Putscher provided a proposed list of meeting dates and locations for the board's consideration and approval. Following a brief discussion, the board agreed to the following meeting dates for 2003. Meetings may be cancelled and/or rescheduled when agenda items do not require action by the board.

January 23 & 24, 2003 - Seattle Area  
April 25, 2003 – Tacoma Area  
June 27, 2003 – Olympia Area  
September 12, 2003 – Seattle Area  
November 28, 2003 – Olympia Area

**3. PROGRAM MANAGEMENT REPORT**

3.1 2003 Legislative Session

Ms. Zimmerman provided a brief overview of the current legislative session as well as several 2003 legislative proposals. At this time, no legislation has been proposed that directly impacts the practice of denturism or the work of this board.

**3.2 Board, Commission, Committee Protocols**

The Health Professions Quality Assurance Board/Commission Protocol document was provided to the board for their review. This document, outlining the roles and responsibilities of a board or commission member, was developed by staff from a model provided to the program manager of the Veterinary program. The protocol document will be on a future agenda for the board to consider for adoption.

**3.3 Board Appointments**

Information was provided to the board regarding upcoming vacancies. The expiration date of the position currently filled by Dr. Choy will expire on April 10, 2003. Staff informed the board that Dr. Choy is eligible for reappointment to the board and if he has an interest in being considered for reappointment he will need to send a letter to the program office indicating his continued interest in serving as a member of the Board of Denturists.

**3.4 Health Professions Quality Assurance Policy 30.01 – Felony and Gross Misdemeanor Convictions**

Health Professions Quality Assurance Policy 30.01, Felony and Gross Misdemeanor Convictions was presented to the board for their review and adoption. This policy is intended for use by staff during the application review process. The policy provides a guideline for decisions when a background check indicates an applicant has been convicted of a felony or gross misdemeanor.

Following a brief discussion, the board approved and adopted HPQA Policy 30.01 for use during the application process.

**3.5 Spring 2003 Board, Commission, Committee Conference**

Staff informed the board that the Spring 2003 Board, Commission, Committee Conference has been cancelled.

**3.6 Update on Additional Information**

Ms. Zimmerman provided the board with a brief update regarding recent organizational changes.

**4. SUBSTITUTE HOUSE BILL 2309 – BOARD OF DENTURISTS**

Ms. Putscher provided a brief update regarding the status of the rules process implementing the legislation passed during the 2002 legislative session.

**CLOSED SESSION – 8:30 p.m.**

**5. EXAMINATION FOLLOW-UP**

The board discussed the denturist examination administered in October 2002.

**6. EXAMINATION DEVELOPMENT**

The board discussed preparations for the upcoming administration of the Denturist examination being conducted on April 25 and 26, 2003.

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**7. INFORMAL REVIEWS**

The board reviewed information provided as a result of informal reviews of the written component of the October 2002 Denturist Examination. Following the board's review, the results from the October 2002 written examination will not change. Candidates will be notified of the board's decision.

**OPEN SESSION – 9 p.m.**

**8. FUTURE AGENDA ITEMS**

Board members presented the following topics for inclusion on future meeting agendas: Health Professions Quality Assurance Board/Committee Protocols; Regional Exams; Endorsements; Educational Program Site Review, and the Rules Process.

**9. BUSINESS MEETING ADJOURNMENT**

There being no further business before the board, the business meeting was adjourned at 9:30 p.m.

Respectfully submitted,

Approved:

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Kirby Putscher  
Program Manager

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Michael Gillispie, Chair  
Board of Denturists